

**WCHA2003AnnualPlan
AgencyIdentification**

PHAName: WalshCountyHousingAuthority

PHANumber: ND049

PHAFiscalYearBeginning:(mm/yyyy) 01/2004

PHAPlanContactInformation:

Name:ShelleyPopiel,ExecutiveDirector

Phone:701-352-3260

TDD:

Email(ifavailable):wcha@polarcomm.com

PublicAccesstoInformation

**Informationregardinganyactivitiesoutlinedinthisplancanbeobtainedby
contacting:(selectallthatapply)**

☒ MainadministrativeofficeofthePHA
PHAdevelopmentmanagementoffices

DisplayLocationsForPHAPlansandSupportingDocuments

☒ MainadministrativeofficeofthePHA
PHAdevelopmentmanagementoffices
☒ Mainadministrativeofficeofthelocal,countyorStategovernment
Publiclibrary
PHAwebsite
Other(listbelow)

☒ MainbusinessofficeofthePHA
PHAdevelopmentmanagementoffices
Other(listbelow)

PHAProgramsAdministered :

PublicHousingandSection8 ☒Section8Only PublicHousingOnly

WCHA Annual Plan
Fiscal Year 2003
[24CFR Part 903.7]

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Attachment__:PublicHousingDrugEliminationProgram(PHDEP)Plan

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ii. Executive Summary

[24CFR Part 903.79(r)]

With the assistance of the Board of Commissioners, our participants and the administrative staff of the Housing Authority, we have assembled the Housing Authority of Walsh County's Annual Plan. The Plan addresses all of the statutory components as required by the Department of Housing and Urban Development (HUD). In keeping with its mission, the Housing Authority will work towards full utilization of all funds available to the Authority so as to maximize the results in an environment of limited funding. This Plan was assembled using the most current information available from MTCS (Multifamily Tenant Characteristics System), PIC (Public and Indian Housing Information Center), the U.S. Census Bureau, CHAS (Comprehensive Housing Affordability Strategy), and North Dakota's Consolidated Plan for Walsh County and does not reflect any changes of availability of funding by HUD.

This Plan required that we take a detailed look at the Housing Authority and determine where we are, where we want to be and how we are going to get there. The results of this Authority-wide analysis were not surprising, as we have addressed many of the components in the past.

Two conclusions can be drawn from the results of the analysis. First, there is an immediate need for safe, affordable elderly and handicap accessible housing units in Walsh County. Secondly, Walsh County Housing Authority will develop and maintain a network system throughout the County to assist tenants in identifying services available to meet their needs and provide crime-free and safe housing.

Walsh County Housing will continue to strive to meet the housing needs of county residents by use of the local preferences. A definition of local preferences is as follows:

Elderly, disabled applicants are first priority
Families are second priority
Singles are third priority

Walsh County Housing Authority's Annual and Five Year Plan are consistent with the North Dakota Consolidated Plan.

Lastly, the Housing Authority of Walsh County will continue to do what we do best; providing safe, affordable housing to low-income residents through the provision of financial assistance programs, supportive services, and effective management.

1. Summary of Policy or Program Changes for the Upcoming Year

No changes.

2. Capital Improvement Needs **Not Applicable**

[24CFRPart903.79(g)]

A. Yes/No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ _____

C. Yes/No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

The Capital Fund Program 5-Year Action Plan is provided as Attachment

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment

3. Demolition and Disposition Not Applicable

[24CFRPart903.79(h)]

1. Yes/No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to next component; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) Part of the development Total development
7. Relocation resources (select all that apply) Section 8 for units Public housing for units Preference for admission to other public housing or section 8

Otherhousingforunits(describebelow)
8.Timelineforactivity: a. Actualorprojectedstartdateofactivity: b. Actualorprojectedstartdateofrelocationactivities: c.Projectendeddateofactivity:

4. Voucher Homeownership Program

[24CFR Part 903.79(k)]

- A. Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24CFR part 982? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified).)

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan **Not Applicable**

[24CFR Part 903.7(m)]

Yes/No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____

C. Yes/No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes/No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24CFR Part 903.79(r)]

Resident Advisory Board (RAB) Recommendations and PHA Response

1. Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are Attached at Attachment (Filename)
3. In what manner did the PHA address those comments? (select all that apply)
The PHA changed portions of the PHA Plan in response to comments

A list of these changes is included

Yes No: below or

Yes No: at the end of the RAB Comments in Attachment ____.

Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment ____.

Other: (list below)

B. Statement of Consistency with the Consolidated Plan

1. Consolidated Plan jurisdiction: **Consolidated Plan for North Dakota Fiscal Years 2000-2005 Region IV**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply) **SEE ATTACHMENT N**

☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plans.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

☒ Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)

Other: (list below)

PHA Requests for support from the Consolidated Plan Agency

Yes ☒ No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Walsh County Housing Authority will continue to strive to assist low income families with rental assistance in our jurisdiction.

Amendment and Deviation Definitions

24 CFR Part 903.7(r)

A. Substantial Deviation from the 5-year Plan:

 None.

B. Significant Amendment or Modification to the Annual Plan:
None.

Attachment A
Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
		5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
		Annual Plan: Eligibility, Selection, and Admissions Policies
		Annual Plan: Eligibility, Selection, and Admissions Policies
		Annual Plan: Eligibility, Selection, and Admissions Policies
		Annual Plan: Rent Determination
		Annual Plan: Rent Determination
	<u>X</u> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
		Annual Plan: Operations and Maintenance
		Annual Plan: Management and Operations
		Annual Plan: Operations and

		Maintenance and Community Service & Self-Sufficiency
		Annual Plan: Management and Operations
		Annual Plan: Operations and Maintenance
	check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
	<u>X</u> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
		Annual Plan: Designation of Public Housing
		Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
		Annual Plan: Community Service & Self-Sufficiency
		Annual Plan: Community Service & Self-Sufficiency
		Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation:	Annual Plan: Safety

	<ul style="list-style-type: none"> • Baseline law enforcement services for public housing developments assisted under the PHDEP plan; • Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); • Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; • Coordination with other law enforcement efforts; • Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and • All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	and Crime Prevention
		Pet Policy
		Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Others supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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Table Library (Not Applicable)

AnnualStatement/PerformanceandEvaluation CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(C NOTNotAp			
PHAName:		GrantTypeandNumbr CapitalFundProgram: CapitalFundProgram ReplacementHousingFactorGrantN	
OriginalAnnualStatementReserveforDisasters/EmergenciesRevisedAnnualStatement(revisionno: PerformanceandEvaluationReportforPeriodEnding:FinalPerformanceandEva			
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost	
		Original	Revised
1	Totalnon-CFPFunds		
2	1406Operations		
3	1408ManagementImprovements		
4	1410Administration		
5	1411Audit		
6	1415liquidatedDamages		
7	1430FeesandCosts		
8	1440SiteAcquisition		
9	1450SiteImprovement		
10	1460DwellingStructures		

11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Nondwelling Structures		
13	1475 Nondwelling Equipment		
14	1485 Demolition		
15	1490 Replacement Reserve		
16	1492 Moving to Work Demonstration		
17	1495.1 Relocation Costs		
18	1498 Mod Used for Development		
19	1502 Contingency		
20	Amount of Annual Grant: (sum of lines 2-19)		
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security		
24	Amount of line 20 Related to Energy Conservation Measures		

[illegible]

CapitalFundProgram5-YearActionPlan NotApplicable

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

CFP5-YearActionPlan			
Originalstatement		Revisedstatement	
Development Number	DevelopmentName (orindicatePHAwide)		
DescriptionofNeededPhysicalImprovementsorManagement Improvements	EstimatedCost		Pla (H

Totalestimatedcostovernext5years		

PHA Public Housing Drug Elimination Program Plan Not Applicable

Section 1: General Information/History

A. Amount of PHDEP Grant \$ _____

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____

R _____

C. FFY in which funding is requested _____

D. Executive Summary of Annual PHDEP Plan

E. Target Areas

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)

F. Duration of Program

12 Months _____ 18 Months _____ 24 Months _____

G. PHDEP Program History

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date
FY 1995					
FY 1996					
FY 1997					
FY 1998					
FY 1999					

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

B. PHDEP Budget Summary

FFY____PHDEPBudgetSummary	
Originalstatement	
Revisedstatementdated:	
BudgetLineItem	TotalFunding
9110-ReimbursementofLawEnforcement	
9115-SpecialInitiative	
9116-GunBuybackTAMatch	
9120-SecurityPersonnel	
9130-EmploymentofInvestigators	
9140-VoluntaryTenantPatrol	
9150-PhysicalImprovements	
9160-DrugPrevention	
9170-DrugIntervention	
9180-DrugTreatment	
9190-OtherProgramCosts	
TOTALPHDEPFUNDING	

PHDEPPlanGoalsandActivities

9110-ReimbursementofLawEnforcement						TotalPHDEPFunding
Goal(s)						
Objectives						
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE Funding	OtherFunding (Amount/ Source)
1.						
2.						
3.						

9115-SpecialInitiative						TotalPHDEPFunding
Goal(s)						
Objectives						
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Comple Date	PHEDE Funding	OtherFun (Amount/ Source)
1.						
2.						
3.						

Goal(s)						
Objectives						
ProposedActivities	#of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFund (Amount/S
1.						
2.						
3.						

9160-DrugPrevention					TotalPHDEPFunding	
Goal(s)						
Objectives						
ProposedActivities	#of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherF (Amou /Source
1.						
2.						
3.						

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9170-DrugIntervention					TotalPHDEPFunding	
Goal(s)						
Objectives						
ProposedActivities	#of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other (Amo
1.						
2.						
3.						

9180-DrugTreatment					TotalPHDEPFunding:\$	
Goal(s)						
Objectives						
ProposedActivities	#of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/So
1.						
2.						
3.						

9190-OtherProgramCosts					TotalPHDEPFunds:\$	
Goal(s)						
Objectives						
ProposedActivities	#of Person	Target	Start	Expected Complete	PHEDEP	OtherFund

	Served	Population	Date	Date	Funding	(Amount/\$)
1.						
2.						
3.						

1. X Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

Name of resident member(s) on the governing board: Kathleen Kroulik

How was the resident board member selected: (select one)?

X Elected (by approval of Walsh County Commissioners)
Appointed

C. The term of appointment is (include the date term expires): 2004 (3 year term)

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a fulltime basis
the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

Lila Mielke, Chair	Term Expires 2006
Bennie Langerud, Vice Chair	Term Expires 2004
James Mosolf	Term Expires 2006
Judy Keeley	Term Expires 2005
Kathleen Kroulik	Term Expires 2006

Attachment C:
Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Resident Advisory Board Members

Eleanor Clark
Elizabeth DeSautel
Sophie Kasprick
Kathleen Kroulik
George Unger

Walsh County Housing Authority Board Members

- | | | |
|----|---|----------------------------|
| 1. | Judy Keeley
1518 775 th St. NE
Grafton, ND 58237
701-352-0317 | Term: 2002-2005 |
| 2. | Kathleen Kroulik
671 Birch Ct.
Grafton, ND 58237
701-352-3386 | Term: 2003-2006 |
| 3. | Bennie Langerud
2027 Myrtle Ave.
PO Box 123
Hoople, ND 58243
701-894-6120 | Term: 1996-2001; 2001-2004 |
| 4. | Lila Mielke, Chair
1021 McHugh Ave.
Grafton, ND 58237
701-352-0547
701-360-3587 | Term: October 1999-2003 |
| 5. | James Mosolf
PO Box 173
Park River, ND 58270
701-284-6673 | Term: 2003-2006 |

Effective June, 2003

AttachmentD:
RESIDENTADVISORYBOARDMEETINGMINUTES

THURSDAY,AUGUST7,2003 AT3:30P.M.

Attendance: EleanorClark,ElizabethDeSautel,NellieEstad,Mabel
 Johnson,SophieKasprick,KayKroulik,Myrtle
 Thielbar,IonaThompson,CarolWillits

1. PopielreviewedtheminutesfromthelastResidentAdvisoryBoard MeetingwhichwasheldonAugust1,2002.Noquestionsfromthe 2003ResidentAdvisoryBoardregardingtheminutes.

1. PopielreviewedtheSection8HousingChoiceVoucherProgram.An explanationofhowtheprogramworks,whoiseligibleforthe program,andthepaymentstandardswereexplained.

2. PopielreviewedtheAgencyPlanandthe5YearPlan.

3. PopielreviewedtherolesoftheResidentAdvisoryBoardwhichwere providedbyHUD.

4. PopielreviewedthegoalsforWalshCountyHousingandprovidedan updatefor2003.

5. PopielreviewedthebreakdownofparticipantseffectiveforAugust 2003andthehousingneedsforWalshCounty.

6. PopielreviewedtheSEMAPindicatorsandtheHighPerformance ratingfor2002.

7. Popielopenedthemeetingforanyquestionsandrecommendations.

8. ResidentAdvisoryBoardmembershadnorecommendationsatthis time.Allquestionswereansweredduringthemeeting.

08-07-03

ShelleyPopiel

Date

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260

GRAFTON, ND 58237 600 E. 9TH
ST.

July 10, 2003

To Participants in the Section 8 Rental Assistance Program at Walsh County Housing:

Many changes have occurred in the Section 8 Rental Assistance Program that you are currently a participant. The Quality Housing and Work Responsibility Act of 1998 (QHWRA), the Department of Housing and Urban Development (HUD) mandated each public housing agency (PHA) develop an Agency Plan. Through this plan, a PHA will advise HUD, its residents and members of the public of the PHA's mission for serving the needs of low-income and very low-income families, and the PHA's strategy for addressing these needs.

The plan was developed and submitted to HUD last year with the assistance of a Resident Advisory Board. Also a Public Hearing was held for any public input. The Agency Plan is available in the Walsh County Housing Authority office.

This year an annual plan needs to be written and sent to HUD summarizing how we met our goals this past year. To assist Walsh County Housing Authority staff and Board in the development of the annual plan, a Resident Advisory Board meeting is scheduled for **August 7, 2003 at 3:30 p.m. at the meeting room at Parkview Manors**.

The purpose of the Resident Advisory Board is to assist Walsh County Housing and make recommendations regarding the development of the Annual Plan. If you are interested in becoming a member of the Resident Advisory Board, please contact me at 352-3260 or return the bottom sheet to me as soon as possible.

Also, as part of Section 511 of the QHWRA, the Board of Directors of Walsh County Housing must conduct a public hearing to discuss the Annual Plan and to invite public comment regarding the plan. The public hearing is scheduled for **August 11, 2003 at 7:00 p.m. at Parkview Manors**. You are welcome to attend the public hearing.

Thank you for your time in this matter.

Sincerely,

Shelley Popiel
Executive Director
Walsh County Housing Authority

_____ Yes, I am interested in being a member of the

ResidentAdvisoryBoard.

Signature

Telephone

Number

Date

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260

**GRAFTON, ND 58237 600 E. 9TH
ST.**

FAX: 701-352-9634

RESIDENTADVISORYBOARD

3:30P.M.,AUGUST7,2003

AGENDA

1. Reading of last meeting's minutes.
2. Review of Housing Choice Voucher Program
(Handout).
3. Review of Agency Plan.
4. Role of Resident Advisory Board Members
(Handout).

5. 2003 Progress Report (Handout).
6. Housing Needs (Handout).
7. Open Forum.

AttachmentE:

PUBLIC HEARING MEETING MINUTES

MONDAY, AUGUST 11, 2003 at 7:00 P.M.

Attendance: Lila Mielke, Judy Keeley, James Mosolf,
Bennie Langerud, Kathleen Kroulik

1. Popiel reviewed the minutes from the Public Hearing which was held on August 5, 2002. No questions from the attendees at the 2003 Public Hearing regarding the minutes.
2. Popiel reviewed the Section 8 Housing Choice Voucher Program. An explanation of how the program works, who is eligible for the program, and the payment standards were explained.
3. Popiel reviewed the Agency Plan and the 5 Year Plan.
4. Popiel reviewed the roles of the Resident Advisory Board which were provided by HUD and provided a summary of the Resident Advisory Board meeting which was held on August 7, 2003.
5. Popiel reviewed the goals for Walsh County Housing and provided an update for 2003.
6. Popiel reviewed the breakdown of participant seffective for August 2003 and the housing needs for Walsh County.
7. Popiel reviewed the SEMAP indicators and the 2002 scoring.

8. Popiel opened the meeting for any questions and recommendations.
9. There were no comments or recommendations from the Public Hearing attendees.

08-11-03

Shelley Popiel

Date

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260

GRAFTON, ND 58237 600 E. 9TH
ST.

FAX: 701-352-9634

PUBLIC HEARING

7:00 P.M., AUGUST 11, 2003

AGENDA

1. Reading of last meeting's minutes.
2. Review of Housing Choice Voucher Program.
3. Review of Agency Plan.
4. 2003 Progress Report.
5. Housing Needs.
6. Open Forum.

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260 GRAFTON, ND 58237
600 E. 9TH ST.

FAX

Date: 07-10-2003

To: **WalshCountyRecord**

From: Shelley Popiel, Executive Director
WalshCountyHousingAuthority

Fax#: 701-352-1502

Pages: **1includingthissheet**

Please put the following public notice in the next two Walsh County Records
(July 16 and 23):

NOTICE OF HEARING

Notice is hereby given that the Housing Authority of Walsh County will
conduct a Public Hearing in the Meeting Room at Parkview Manors, 600 E. 9th
Street, Grafton, North Dakota, on August 11, 2003 from 7:00-7:30 p.m. to
discuss the proposed 2003 Annual Plan. A copy of the proposed 2004 Annual
Plan and Agency Plans submitted in 2003 are available for review and inspection
in the Walsh County Housing Authority Office at 600 E. 9th St. Any person
interested may appear at the Hearing and be heard.

Shelley Popiel, Executive Director
Walsh County Housing Authority

Thank you.

AttachmentF:
BoardResolution

SentwithHardCopytoHUD

AttachmentF:
BoardResolutionContinued
SentwithHardCopytoHUD

AttachmentG: AnnualPlan2004Update

MISSIONSTATEMENT :

TheHousingAuthorityofWalshCountystrivestoprovidesafeandaffordablehousingto low-incomepersons inWalshCountyinanenvironmentwithoutdiscrimination,create opportunitiesforresidents'self-sufficiencyandeconomicindependence.

GOALS:

1. **FullyutilizeallSection8ContributionsavailabletothePublicHousingAuthority.**

OBJECTIVE:

- A. MonitorHousingAssistancePayments(HAP)monthlytoensurethatall anticipatedAnnualContributionsContract(ACC)areutilized.

2003UPDATE

- A. WalshCountyHousingwillreceive\$309,029fromHUDfor2003(ACC).The ExecutiveDirectorwillcontinuetomonitortheHAPamountseachmonthto utilizetheACCmonthlyamountfromHUDtoitsfullextent.

2. **AttendededucationalsessionsontheSection8RentalAssistanceProgram.**

OBJECTIVES:

1. TheExecutiveDirectorwillattend90%oftheNAHRO(NationalAssociationof HousingandRedevelopmentOfficials)Roundtablesheldquarterly.
- B. TheExecutiveDirectorwillattendatleast1workshoponmanagementofthe Section8RentalAssistanceProgram.

2003UPDATE:

1. ExecutiveDirectorattendedthefollowingNAHRORoundtablein2003: April16(Aberdeen,SD)andJuly22(Carrington,ND)
2. TheExecutiveDirectorattendedthefollowingconvention:North Dakota/SouthDakotaAnnualmeetinginAberdeen, SouthDakotaonApril 14-16,2003.
3. ConductedqualityfilereviewandqualityinspectionsatPembinaCounty HousingAuthorityinCavalier,ND.
4. AttendedNorthDakotaAffordableHousingCoalition9thAnnual ConferenceatFargo,NDonSeptember17-18,2003.

3. **Networkwithcounty-wideagenciestokeepabreastofservicesavailableto low-incomepersons.**

OBJECTIVES:

1. TheExecutiveDirectorwillattend90%oftheWalshCountyNetwork Coalitionmeetingsthatareheldthe3rdWednesdayofeachmonthexceptJune andJuly.
2. WorkwithagenciesinWalshCountytomeettheneedsoflowincome

families.

AttachmentG: AnnualPlan2004UpdateContinued

2003UPDATE:

1. ExecutiveDirectorattendedthefollowingWalshCountyNetwork Coalition:
Jan.15-Attended.
Feb.19-Attended.
March19-Attended.
April16-AttendedND/SDNAHROMeetinginAberdeen,SD
May21-Attended.
NometingsforJuneandJuly.
Aug.20-Attending.
Sept.17-Attending.
Oct.15-Attending.
Nov.19-Attending.
Dec.17-Attending.
2. Appliedandreceived2grantsthroughRegionIVChildren'sServices CoordinatingCommitteeandtheWalshCountyNetworkCoalitiontofunddrug educationinGrafton.TheKidsandKopsandCounteractprogramsare sponsoredbytheGraftonPoliceDepartmenttoeducatechildreninGrafton aboutdrugandtobaccoprevention.
3. ParticipatedwithFriendship,Inc.inabrainstormingsessiononJuly16th onrelocatingpersonswithdisabilitiesfromgrouphomestoapartmentsor houses.
4. ParticipatedinameetingonAugust7thatWalshCountySocialServices toworkonmorecollaborativeeffortstoservelowincomefamilies.
5. TreasurerofRedRiverRegionalCommunityHousing&Development Organizationsince1998.

4. Developandsupportsafeandcrime-freehousing.

OBJECTIVES:

1. Workwithlandlordsandresidentsfortheirsupportandinput.
2. Developapartnershipwithlocallawenforcementagenciestopromotesafe, crime-freehousing.

2003UPDATE:

1. ExecutiveDirectordevelopedaquarterlynewsletterwhichwillsentto landlordstoupdatethemoncurrentpoliciesandchangesfromHUD.
2. ExecutiveDirectorcanconductcriminalbackgroundchecksatthe WalshCountyClerkofDistrictCourt'soffice.AlsoaFBInumberhasbeen receivedwhichallowsforfingerprintingtobedoneandbackgroundchecks conductedthroughtheFBI.

TheHousingAuthorityofWalshCountywillcarryoutactivitiesanditemslistedinthisPlanin

compliance with all applicable civil rights requirements and that the Housing Authority will affirmatively further fair housing.

**AttachmentH:
OrganizationalChart
SentwithHardCopytoHUD**

Attachment I:
Housing Needs
Sent with Hard Copy to HUD

Upon reviewing the data available through MTCS (Multifamily Tenant Characteristics Systems), PIC (Public and Indian Housing Information Center), the U.S. Census Bureau, CHAS (Comprehensive Housing Affordability Strategy), and North Dakota's Consolidated Plan for Walsh County, Walsh County Housing will continue to strive to meet the housing needs of county residents by use of the local preferences. A definition of local preferences is as follows:

Elderly, disabled applicants are first priority
Families are second priority
Singles are third priority

If there are no elderly or disabled applicants, then the next name on the family waiting list will be offered a voucher. If there are no elderly, disabled, or family applicants, then the next name on the one person household waiting list will be offered a voucher. When an elderly or disabled application is received, they automatically go to the top of the waiting list over families and singles. When a family applies for housing assistance, they will be offered a voucher before a single household.

When the waiting list gets very low, articles will be run in the Walsh County Record informing the public of the Section 8 Rental Assistance Program. A radio ad with KXPO Radio Station will also be run.

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260

GRAFTON, ND 58237 600 E. 9TH
ST.

RENTAL ASSISTANCE PROGRAM SECTION 8 EXISTING HOUSING

WHAT IS THE RENTAL ASSISTANCE PROGRAM?

It is the mission of the Housing Authority of Walsh County to strive to provide safe, affordable housing to low-income persons in Walsh County in an environment without discrimination, create opportunities for residents' self-sufficiency and economic independence.

The Section 8 tenant-based program is designed to increase the housing choices available to very low-income households by making privately owned rental housing affordable to them. The main way it accomplishes this is by providing funding to local public housing agencies (Walsh County Housing) so that they may provide rental vouchers to qualified very low-income households. New rental assistance will be provided entirely by vouchers. These rental vouchers provide rent subsidies that generally equal the difference between 30% of the household's adjusted income and the Walsh County Housing-approved payment standard. Under the Housing Choice Voucher Program a family may select a more expensive unit, with a gross rent that exceeds the Walsh County Housing's payment standard, but the family must pay the additional amount. The law restricts a voucher-holder, however, from renting a unit that would initially require the family to pay more than 40% of the family's adjusted voucher for rent. These subsidies are paid directly to the landlord by Walsh County Housing. Section 8 rental voucher funding is used for tenant-based assistance. Tenant-based assistance can be provided for any eligible rental unit, as long as the landlord agrees to participate in the program. All Section 8 voucher units must be inspected by Walsh County Housing to ensure their compliance with HUD housing quality standards.

WHO IS ELIGIBLE FOR THE PROGRAM?

The program will assist participants without regard to race, color, national origin, religion, creed, sex, age, or handicap. Gross family income cannot exceed the following limits:

Family Size:	Income Limit:
1 person	\$17,050
2 persons	\$19,500
3 persons	\$21,900
4 persons	\$24,350
5 persons	\$26,300
6 persons	\$28,250
7 persons	\$30,200
8 persons	\$32,150

Income includes all monies that a family receives from any source. When a family's total assets exceed \$5,000, the WCHA will determine the greater of 10% of the total assets or actual interest income earned and add it to the gross income to determine eligibility.

In cases of child custody, the family member must have at least 50% physical custody of the

children and provided documentation to verify the custody. Verification of pregnancy and disability are also required.

WHAT SIZE UNIT AM I ELIGIBLE FOR?

The unit size will be determined by the WCHA, depending on the sex, age, and number of persons in the household. A family is allowed to rent a smaller or larger unit under certain conditions.

WHAT TYPE OF HOUSING WILL QUALIFY?

Rental assistance can be used in any type of privately owned rental housing in Walsh County - houses, duplexes, apartments, and mobile homes. The dwelling unit selected by the family must be inspected in accordance with the Housing Quality Standards (HQS) and be certified as decent, safe, and rent reasonable by the WCHA.

WAITING LIST

A waiting list is established according to local preference and date of application. Elderly and disabled applicants have preference over families. Families have preference over single applicants.

WHAT ARE THE MAXIMUM RENTS ALLOWED FOR THE PROGRAM?

Under this program, total housing costs (rent and tenant paid utilities) cannot exceed the following payment standards as set by the U.S. Department of Housing and Urban Development.

Bedroom Size:	Effective Oct. 2002	Effective Oct. 2003
	0 bedroom	\$329
	\$333	
	1 bedroom	\$350
	\$354	
	2 bedrooms	\$435
	\$440	
	3 bedrooms	\$545
	\$551	
	4 bedrooms	\$610
	\$617	
	5 bedrooms	\$702
	\$710	
	6 bedrooms	\$794
	\$803	

If the tenant is responsible for any or all of the utilities, an amount specified by the WCHA from a utility allowance schedule must be added to the rent to determine if it is within the payment standard limits.

HOW MUCH RENT DO PROGRAM PARTICIPANTS PAY?

The gross family contribution (GFC) is the amount of rent the client pays toward the housing costs. GFC is figured at 30% of the monthly income after allowances for minor children and child care due to employment. In the case of elderly or disabled individuals, medical expenses in excess of 3% of the gross family income are allowable deductions.

HOW DOES THE PROGRAM WORK?

1. The family completes an application with the WCHA. If the family is determined to be eligible, the family is placed on the appropriate waiting list.
2. When assistance becomes available, the family is notified by mail and an intake appointment is scheduled.
3. After the eligibility and income certification is completed, a voucher is issued and the family begins a housing search.
4. The family signs a request for lease approval with landlord.
5. The WCHA inspects the unit.
6. If the unit passes the HQS inspection, is within fair market rent limits and is determined to be rent reasonable, the tenant and landlord enter into a WCHA approved lease.
7. Annually the family is reviewed for continued eligibility and the unit is reinspected.

Revised

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260 GRAFTON, ND 58237

600 E. 9TH ST.

96 PARTICIPANTS

AS OF AUGUST 1, 2003

Familial Status:

Families	35	37%
Elderly	28	29%
Disabled	27	28%
Single	6	6%

Bedroom Size:

1 Bedroom	36	38%
2 Bedrooms	34	37%
3 Bedrooms	23	24%
4 Bedrooms	2	2%
5 Bedroom	1	1%

Race:

White	95	99%
Native American	1	1%

Ethnicity:

NonHispanic	90	94%
Hispanic	6	7%

City:

Edinburg	1	1%
Grafton	76	79%
Grand Forks (Ported)	1	1%
Hoople	5	5%
Minto	1	1%
Park River	12	13%

WALSH COUNTY HOUSING AUTHORITY

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600 E. 9TH ST.

SECTION 8 VOUCHER PROGRAM PAYMENT STANDARD EFFECTIVE OCTOBER 1, 2002

BEDROOM SIZE	RENT (INCLUDES UTILITIES)
0	\$329
1	\$350
2	\$435
3	\$545
4	\$610
5	\$702
6	\$794

SECTION 8 VOUCHER PROGRAM PAYMENT STANDARD EFFECTIVE OCTOBER 1, 2003

BEDROOM SIZE	RENT (INCLUDES UTILITIES)
0	\$333
1	\$354
2	\$440
3	\$551
4	\$617
5	\$710
6	\$803

AttachmentJ:
CivilRightsCertification
SentwithHardCopytoHUD

TheWalshCountyHousingAuthoritydoesherebyagreeandcertify thatitwillcarryoutthisAnnualPlanincompliancewithallapplicable civilrightsrequirementsandwillaffirmativelyfurtherfairhousing.In particular,wewillcomplywithTitleVloftheCivilRightsActof 1964,theFairHousingAct,section502oftheRehabilitationActof 1973,andtitleIIoftheAmericanswithDisabilitiesActof1990.

ExecutiveDirector

Date

AttachmentK:
CertificationforaDrug-FreeWorkplace
SentwithHardCopytoHUD

**AttachmentL:
CertificationofPaymenttoInfluenceFederalTransactions
SentwithHardCopytoHUD**

**AttachmentM:
DisclosureofLobbyingActivities
SentwithHardCopytoHUD**

**AttachmentN:
CertificationbyStateorLocalOfficial
ofPHAPlansConsistencywiththeConsolidatedPlan
SentwithHardCopytoHUD**